

**Utility Advisory Board  
January 8, 2018 5:30 P.M.  
City Hall Council Conference Room**

**MEMBERS PRESENT**

Shawn Libby, Chairman

Joe Boudreau

Eli Barnes

**MEMBERS ABSENT**

Ralph Sanders

**OTHERS PRESENT**

Lisa Clark, Utility Billing Office Supervisor

Lynn Miller – 17 Bridge Street

**MINUTES**

**1. Call to order:**

Chairman Libby called the meeting to order at 5:30 PM.

**2. Appeals –**

**2.1 17 Bridge Street – Lynn Miller**

The appellant was present for the meeting. The appellant stated that the above average usage was caused by a tenants running toilet that was immediately replaced. She stated the tenant did not inform her there was a problem. Chairman Libby discussed the once in 10 year abatement policy. Ms. Miller stated she understood the policy.

*Mr. Barnes made a motion to abate 70 units of water at \$370.30 and 70 units of sewer at \$456.40 plus accrued interest. Total abatement of \$826.70. The motion stated that the decision letter and account would note that this is a once in ten year abatement. The motion was seconded by Chairman Libby. The motion passed unanimously.*

**2.2 47 Farmington Road – Poulin Realty Acquisition LLC**

The appellant was not present for the meeting. The appeal is for excessive water use. The appellant believes the usage was not accurate. The Board reviewed the notes on account and the Water Usage Analysis provided by the Finance Department.

*Mr. Boudreau made a motion to deny the appeal per the recommendation that states he can request a meter test. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

**3. Approval of December 11, 2017 Minutes**

*Mr. Barnes made a motion to accept the December 11, 2017 meeting minutes as*

*presented. The motion was seconded by Mr. Boudreau. The motion passed unanimously.*

**4. Financials**

Mr. Boudreau made inquiries regarding the financial reports. Ms. Clark responded.

**5. Adjournment:**

*Chairman Libby made a motion to adjourn at 6:00PM. The motion was seconded by Mr. Barnes. The motion passed unanimously.*

*Minutes respectfully submitted by Samantha Juneau, Utility Billing Administrator*